

**Department of Services for Children, Youth and Their Families**  
**Livable Delaware Implementation Strategy**

**I. Department Description/Summary of Livable Delaware Responsibilities**

The Department of Services for Children, Youth and Their Families (DSCYF) is charged with the delivery of services to address child abuse and neglect, mental health and substance abuse services for children and youth, and services to youth who are adjudicated delinquent. In addition, DSCYF provides prevention and early intervention services and regulates childcare programs and facilities. The primary Livable Delaware responsibility of the Department is to improve access to human services for all children and their families in the areas specified within the DSCYF mandate.

**II. Program Activities that Relate to Livable Delaware**

A. Current Responsibilities:

As a human services agency, DSCYF's primary livable Delaware responsibilities fall into two broad goal areas:

Improving access to educational opportunities, health care, and human services for all Delawareans

Adopting strategies to enhance environmental conditions in the State of Delaware (an extract of underlying principles from several Livable Delaware goals).

B. Anticipated and/or Suggested New Responsibilities

None at this time

**III. Detailed Descriptions of Program Activities**

DSCYF proposes four activities in support of Livable Delaware. Activity sheets are attached for each of the following:

- A. Environmental Practices: develop & promulgate a departmental policy/philosophy statement encouraging carpooling & ride sharing, both for the commute to work & for travel to meetings.
- B. Service Access: conduct a feasibility study using internal staff resources to determine ways to reduce the need for clients to travel from their communities to meet with DSCYF staff.

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**IV. Prioritized Legislative Agenda and give Timeframe and Budget Implications**

None of the identified activities have legislative implications.

Space review (IV.B) will require budgetary resources if the analyses result in implementation proposals. Space costs include lease, move, installation, & ongoing operating expenses. Detailed estimates would have to be developed as a proposal is developed.

**V. Prioritized Administrative Changes and give Timeframe and Budget Implications (based on IV above)**

Proposed strategies are listed in priority order in Item IV

**VI. Identify how Capital And Budget Planning will be used to implement the State Investment Strategies**

DSCYF expects to use a combination of approved base funding reallocations and new budget requests to achieve these strategies to implement proposed program activities.

**VII. Summarize Intra- and Inter-Governmental Implications**

Planning and implementation of the Livable Delaware strategies will involve interaction with state agencies such as Department of Technology and Information, DelDot and Fleet Services.

**VIII. Summarize e-Government Applications**

None

**Department of Services for Children, Youth and their Families  
Livable Delaware Activity A**

**Activity/Policy/Program name:** DSCYF Environmental Practice Enhancements

**Contact person:** Cari DeSantis, Cabinet Secretary

**Enabling Laws:** N/A

**Policies:** This strategy consists of implementing a policy/philosophy statement to promote reducing traffic and congestion on the roadways.

**History:** DSCYF employees have accessed fleet resources without consideration of environmental impacts. With a staff of approximately 1200, staff travel to and from the workplace, as well as to perform job functions, can add to traffic and roadway congestion.

**Current Situation:** DSCYF has placed little emphasis on coordinated travel on the state's roadways. As a result, it is not uncommon for multiple vehicles to travel to the same or proximate locations. This has a negative impact on the environment and leads to inefficient use of resources.

**Revisions/Actions Needed:** DSCYF will issue a policy and implement management strategies to encourage carpooling, vanpooling, and reduction in unnecessary use of motor vehicles. This will be coordinated with a department-wide effort to reduce fleet expenditures, thus producing both environmental and fiscal benefits.

**Resources needed to create/revise:** Investment of staff time to promote policy/philosophy implementation.

**Process for creation/revision:**

1. Prepare draft policy/philosophy statement for review by DSCYF management.
2. Issue Statement
3. Reinforce policy by inclusion of reinforcing information in newsletters, splash screens, and other communications.

**Schedule:**

December 2001	Draft policy/philosophy statement
January 2002	Issue statement
January 2002 to June 2002	Develop and issue periodic communications to reinforce policy/philosophy.

**Measures to guide progress:** Reduction in fleet leasing costs.

**Interactions or inter-relationships with other agencies or units of government:** This strategy will require collaboration with the Department of Administrative Services, Fleet Administration.

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**Livable Delaware Activity B**

**Activity/Policy/Program names:** Service Access

**Contact person:** DSCYF Livable Delaware Work Group

**Enabling Laws:** N/A

**Policies:** DSCYF will develop a policy supporting the location of services in communities, urban centers, and employment centers to improve access to its services. In addition, DSCYF's policy will require examination of client population trends to ensure that maximum accessibility within communities.

**History:** DSCYF has historically located services based on availability of office space with varying consideration of accessibility of services. Because service delivery involves a mix of service in the field (i.e. the client's home or school) and at DSCYF offices, ease of access for the client has been a secondary consideration.

**Current Situation:** DSCYF has offices at multiple locations throughout the state. As part of an overall strategy to improve service accessibility, DSCYF will review service locations to weigh their appropriateness relative to Livable Delaware goals. During the first year DSCYF will target a segment of the juvenile justice population. Youth on probation must travel from their community to the central offices of the probation staff. For example, youth along the Route 40 corridor may have to travel to Faulkland Road, Wilmington for appointments.

**Revisions/Actions Needed:** Conduct a feasibility study using internal staff resources to determine ways to reduce the need for the youth probation population to travel from their communities to meet with probation officers.

**Resources needed to create/revise:** If a community area is identified, office space will need to be obtained for probation officers in this satellite location. Relocation will require lease costs, moving costs, and ongoing resources to operate an office. The required resources to implement this strategy will include a combination of resource reallocations and new budgetary resources.

**Process of creation/revision:**

1. Gather data about the distribution of active probation caseloads.
2. Map distribution against current office assignment.
3. Analyze data to determine if redistribution is warranted.
4. If warranted, establish a relocation and redistribution plan.
5. Determine resource needs.
6. If resources are approved, develop a relocation plan, including space location and implementation of an office move.

**Schedule:**

January 2002	Gather data, map distribution and analyze data to determine redistribution
February 2002	If warranted, establish a relocation and redistribution plan
April 2002	Determine resource needs
January 2003	If resources are approved, develop a relocation plan including space requirements

**Measures to guide progress:** Annual review of community shifts among the juvenile probation population.

**Interactions or inter-relationships with other agencies or units of government:** The DSCYF-DYRS unit has the potential to work with area community groups (i.e. the Boys and Girls Club, YMCA, etc.) with regards to space allocation and access to services within the communities identified.